

PERSONNELReporting AbsencesA. Purpose

To establish policy regarding the reporting of employee absences.

B. Reporting Employee Absences

1. As a condition of employment all employees shall report absences as required in the administrative procedure in effect at their work site.
2. The school board delegates authority to the division superintendent for the development and implementation of procedures for reporting absences by employees at each work location in accordance with all applicable policies and regulations.

Editor's Note

See also division regulation #R5-37.

Adopted by School Board: June 9, 1992